



J. Kevin Stitt
Office of the Governor
State of Oklahoma

FILED

May 8, 2023
OKLAHOMA SECRETARY
OF STATE

**EXECUTIVE DEPARTMENT
EXECUTIVE ORDER 2023-12**

I, J. Kevin Stitt, Governor of the State of Oklahoma, pursuant to the power and authority vested in me by Sections 1 and 2 of Article VI of the Oklahoma Constitution and to the fullest extent permitted by Oklahoma law, hereby direct and order:

1. A moratorium shall remain in place on non-essential out-of-state travel for all employees and officers of agencies that is paid for, in whole or in part, by the State of Oklahoma. Essential travel is expressly limited to travel that is: necessary to maintain professional accreditation that is otherwise unavailable within Oklahoma; critical to the performance of core agency functions; or required by the federal government or necessary to secure or maintain federal funding.
2. Further, advance written notification must be given for any proposed: agency, State, and public employee or officer membership(s) in any private or public organization, if said membership(s) collectively total over \$10,000.00; non-essential out-of-state travel for agency employees and officers that is wholly paid for by an entity other than the State; and non-emergency purchase(s)¹ that exceed \$25,000.00 (collectively, "proposed expense").
 - a. Notification shall contain: 1) a brief description of the proposed expense, including its cost, the reason for its necessity, and the costs (if any) that could attach to the State if the request is denied; and 2) any deadlines for receiving approval.
 - b. The agency's Chief Administrative Officer shall submit the notification to the agency's Cabinet Secretary, with whom the Chief Administrative Officer shall consult prior to deciding whether to approve an applicable expenditure.
 - c. In the event the Cabinet Secretary is not available to review a proposed expense in a timely manner, the Governor designates the State Chief Operating Officer to perform the review and consultation function described herein.

¹ Emergency purchases are only those purchases that: 1) are unanticipated, with less than fourteen (14) calendar days' advance notice of a need for acquisition; 2) are necessary for the agency to fulfill its primary responsibilities as established by statute; and 3) without such purchase, would incur a definite, articulable, and significant detriment to the public interest. Notification of any emergency purchase must be made in writing to the agency's Cabinet Secretary within five (5) business days of the expenditure. Such notification shall include the specific reason or reasons the purchase qualified as an emergency.

Copies of this Executive Order shall be distributed to all Cabinet Secretaries, the State Chief Operating Officer, and to the Chief Administrative Officers of all State agencies for immediate implementation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Oklahoma to be affixed at Oklahoma City, Oklahoma, this 8th day of May, 2023.

BY THE GOVERNOR OF THE STATE OF OKLAHOMA



J. KEVIN STITT

ATTEST:



BRIAN BINGMAN, SECRETARY OF STATE